

Steering Committee Meeting Minutes (12/15/03)

Attendees: Adam, Terry, Jay, Vince, Dave, Anup, Martin and Nancy

- MARCH 1-3 DOE GTL PI meeting (Grantee Workshop): The details of the meeting are forthcoming. We will have the opportunity to present a number of posters as well as a formal presentation. Each PI should submit their ideas for presenting our project progress by January 12. We will discuss the method for presenting our progress on the next Steering Committee conference call on 1/14/04.
- Images for DOE advertising: Anup and Martin will send images with captions for DOE advertising.
- Uploading data to BioFiles: Each group should have a contact who is responsible for uploading project data to BioFiles. Adam and Eric Alm will have a conference call with Diversa in January to discuss relevant data types to upload. Contact Nancy if your group would also like to be included on this conference call.
- Biomass update: Terry's group sent out *Desulfovibrio vulgaris* O2 stress cells to Joe; Joe sent back data, and Joe will upload data to BioFiles. Terry had a problem with the last production of cells, and he is investigating the source of the problems. Four labs will get O2 Stress cells from Terry tomorrow. Terry will start looking into Nitrate stress protocols next week.
- Omnilog Phenotypic Microarray: Terry's group will be setting up the new PM today, and the on-site training will be held on Wednesday (9am-noon at 70A-3317B LBL). Joe and David are sending samples to test on the new Omnilog.
- Publications: There are a variety of papers in the pipeline. The current list is posted on the VIMSS website under the Member's Only section (the link is called Planned Publications). Contact Nancy with any updates that you have.
- ASM Abstracts: Please send your abstracts submitted to the ASM conference to me. I will send out a final version of the GTL project template for presentations and posters within the next few weeks.

- Workshop Announcements: Nancy will send the announcements regarding our upcoming GTL workshops to DOE. We will have a workshop at the SIM meeting in Anaheim on July 25. Terry and David are working on a potential workshop in Cancun in August.
- Progress Reports: Please send November Progress Reports immediately if you have not already sent yours.

**The next Steering Committee Conference Call is January 14.
Call-in information will be sent prior to the meeting.**

Happy Holidays!

Nancy